



APPLICATION FOR EMPLOYMENT

<http://www.broughtonskennel.com>

Broughton's Kennels is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, age, sex, religion, national origin, disability, sexual orientation, or any other basis prohibited by federal or state law.

Name (Last)	(First)	(Middle)	Date
Address		City	State
			Zip
Phone Number (best number to reach you)	Email Address	Employment Desired	
		Full Time (32-40 hrs. per week) <input type="checkbox"/>	
		Part Time (15-25 hrs. per week) <input type="checkbox"/>	
		Temporary/Seasonal Full Time <input type="checkbox"/>	
		Temporary/Seasonal Part Time <input type="checkbox"/>	
How did you hear about us?			
<input type="checkbox"/> Relative	<input type="checkbox"/> Customer	<input type="checkbox"/> Website	
<input type="checkbox"/> Friend	<input type="checkbox"/> Advertisement	<input type="checkbox"/> Other: _____	

Employee hours are listed below Hours are subject to change at management discretion. Due to the type of business and caring for animals, it is mandatory for all staff to work all holidays, include the week before and after all holidays. By completing and signing this application, you and if applicable, your parent/guardian, acknowledge that you will be required to work on all US holidays, including the week before and week after the holiday.

Saturday 7:30 am – 12:00 pm and alternate afternoons from approx. 4:30pm – 6:00pm
Sunday 7:30 am – 12:00 pm and 2:30 pm – 6:00 pm
Monday 7:30 am – 12:00 pm and 2:30 pm – 6:00 pm
Tuesday 7:30 am – 12:00 pm and 2:30 pm – 6:00 pm
Wednesday 7:30 am – 12:00 pm and 2:30 pm – 6:00 pm
Thursday 7:30 am – 12:00 pm and 2:30 pm – 6:00 pm
Friday 7:30 am – 12:00 pm and 2:30 pm – 6:00 pm

Describe activities that may periodically affect your availability, such as sports, music, school, etc.... (Exclude activities that indicate race, creed, color, sex, age, religion, handicap, or national origin.)

If you are under 18 years of age, please state your date of birth: _____ If under 18 years of age, how old are you? _____

Are you able to perform the essential duties of the job for which you are applying? Yes No

If no, please describe: _____

Do you have reliable transportation to work? Yes No

Will you be relying on someone else to drive you to and from work? Yes No

Are you legally eligible for employment in the United States? Yes No

School Most Recently Attended

Name			City / State	
Teacher or Counselor	Grade Completed	GPA	Graduated <input type="checkbox"/> Yes <input type="checkbox"/> No	Now Enrolled <input type="checkbox"/> Yes <input type="checkbox"/> No
Extracurricular Activities (band, choir, student council, football, etc....)				

Personal/Professional References

Name	Name	Name
Address	Address	Address
Telephone	Telephone	Telephone

Most Recent Job -- May We Contact? Yes No

Company Name	Address	City	State
Phone	Job Title	Supervisor	Dates worked: From / To
Salary	Reason for leaving		

Have you ever worked or volunteered at another Kennel or animal shelter before? Yes No

If yes, please list the name of the Kennel/Shelter:

List any additional information you would like us to know (awards, special skills, recognition received):

PLEASE READ CAREFULLY BEFORE SIGNING

Applicant: My signature, below indicates that the I have read, understand, and agree to the following:

1. I understand that I may be required to sign a confidentiality and/or non-compete agreement, should I become an employee of Broughton's Kennels.
2. I certify that I have read and fully completed both sides of this application and that the information contained on this application is correct to the best of my knowledge and understand that any omission or erroneous information is grounds for dismissal.
3. I acknowledge that Broughton's Kennels reserves the right to amend or modify the policies in its Handbook, or conveyed verbally, and other policies at any time, without prior notice. These policies do not create any promise or contractual obligation between Broughton's Kennels and its employees. At Broughton's Kennels, my employment is at will. This means I am free to terminate my employment at any time, for any reason, with or without cause, and Broughton's Kennels retains the same rights.
4. I authorize Broughton's Kennels to make whatever inquiries either personal, work-related, or through a consumer agency that may be necessary. In exchange for Broughton's Kennels agreement to receive, process, and consider my application, I hereby release Broughton's Kennels and all persons or organizations contacted by Broughton's Kennels from all claims or causes of action arising out of Broughton's Kennels verification of the information provided in this application, and other job-related information arising from such verification.
5. If an offer of employment is made and accepted, I understand that I will be required to work all US holidays, including the week(s) before and after the holidays.

Applicant's Signature: _____ Date: _____

Parent/Guardian (Applicant under the age of 18): My signature, below indicates that the I have read, understand, and agree to all the information stated on this application:

If under age 18, Parent/Guardian Signature: _____ Date: _____